



# **Nebraska Sales and Use Tax**

## **General Information 2013**

[revenue.ne.gov](http://revenue.ne.gov)

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*It is not intended to be a stand-alone document.*

*It is not an information guide, nor does it carry regulatory or statutory authority.*

*Nebraska tax statutes, regulations, information guides, and other resources are available at [revenue.ne.gov](http://revenue.ne.gov).*

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- Any business may post paid, quality internships and any student may search for internship opportunities on InternNE.com.

## What is the InternNE Grant Program?

- Program providing financial assistance to employers creating new internship opportunities

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Request a Payment Plan

 Click here for ways to contact the Department.

Report Nebraska Tax Fraud

Nebraska Delinquent Taxpayer List

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Business Income Tax

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Sales and Use Tax

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# E-filing and Payment Mandates

The payment threshold is lowered annually.

- July 1, 2013 \$ 9,000
- July 1, 2014 \$ 8,000
- July 1, 2015 \$ 7,000

Any businesses with multiple locations that have been granted permission to file “combined” sales tax returns must e-file.

For more detailed information on e-file and e-pay requirements, see our [website](#).

# Today's Agenda

- Nebraska Sales Tax
- Sales Tax is Calculated on Gross Receipts
- Delivery Location and the Local Sales Tax
- Collecting, Documenting, and Reporting Sales Tax
- Nebraska e-pay
- What is Use Tax?
- Other Tax Information



# Nebraska Sales Tax

For more information, see the [Sales and Use Tax Regulations](#) on our website.

## Sales tax is...

- ... a transactional tax,
- ... based on the transaction,
- ... rather than the item sold.

Where the item or service is delivered determines the local sales tax rate and to whom the tax is due.

## A sale is...

- ... the transfer of title or possession,
- ... of an item or taxable service,
- ... for consideration.

# **A lease or rental of tangible personal property...**

...can be a sale,

...if there is transfer of possession.

Sales tax is due on each  
lease or rental payment.

## All sellers...

- ...are the consumers of anything they use to sell their items and services; and
- ...must pay tax on them.

Example 1: Cash registers

Example 2: Security services

# Taxable Services

- Animal specialty services
- Building cleaning
- Computer software training
- Detective services
- Installing/applying tangible personal property
- Motor vehicle towing, washing/waxing, painting
- Pest control services
- Recreational vehicle (RV) park services
- Security services
- Repair labor (with 5 exceptions – see slide 58)

For a more complete list of taxable and nontaxable services, see the [Nebraska and Local Sales Tax Information Guide](#) on our website.

## All service providers...

...are the consumers of the taxable items and services used to provide the service; and  
...must pay tax on those items or services  
(even if the charge for the service is also taxable).

Example 1: The carwash does not sell soap and wax, but a “car wash.”

Example 2: A window cleaner is not selling window cleaning solution, but “clean windows.”

# Collecting Sales Tax

- Collected by the seller as an agent for the State
- Held in trust for the State of Nebraska
- Must have a sales tax permit
- Collection fee

# **Sales Tax is Calculated on Gross Receipts**

## **Gross receipts...**

...means the total amount of a sale or lease for a consideration.

Sales tax is calculated on the gross receipts of the sales transaction.

For more information, see [Reg-1-007](#) – Gross Receipts Defined.



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# **Delivery Location and the Local Sales Tax**

# **The delivery location determines the Local Sales Tax.**

- The delivery location is where the purchaser picks up the item or where he/she takes possession of it.
- The local sales tax rate depends on whether the delivery location is inside or outside city limits.
- When delivery is outside Nebraska, contact the other state.

# Local Sales Tax Increase

[Neb. Rev. Stat. § 77-27,142](#)

- A municipality, except Omaha, may impose a local sales tax of 1.75% or 2% if the rate increase is approved by at least 70% of the municipality's governing body and by a vote of the voters residing in the municipality.
- For further information, contact Karen Barrett at 402-471-5980.

[Sales Tax Rate Finder](#)

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# **Collecting, Documenting, and Reporting Sales Tax**

# The Bottom Line for Sales Tax

- All sales transactions are presumed taxable.
- Sales tax must be separately stated (with 4 exceptions).

# The Bottom Line for Sales Tax

Sellers must collect sales tax  
or  
document why they did not.

# Documenting Exempt Sales

- **Form 13**
- Sellers keep completed copies of Form 13.
- A “blanket” form is valid until it is revoked in writing by the purchaser.

# Documenting Exempt Sales

## Nebraska Resale Certificate Form 13, Section A

- Purchases for resale
- Items that become a component part of a product to be sold



# Form 13, Section A



## Nebraska Resale or Exempt Sale Certificate for Sales Tax Exemption

• Read instructions on reverse side/see note below

**RESET FORM**FORM  
**13**

NAME AND MAILING ADDRESS OF PURCHASER			NAME AND MAILING ADDRESS OF SELLER		
Name			Name		
Street or Other Mailing Address			Street or Other Mailing Address		
City	State	Zip Code	City	State	Zip Code

**Check Type of Certificate**
☐ Single Purchase    ☐ Blanket    If blanket is checked, this certificate is valid until revoked in writing by the purchaser.

I hereby certify that the purchase, lease, or rental by the above purchaser is exempt from the Nebraska sales tax for the following reason:

Check One    ☐ Purchase for Resale (Complete Section A)    ☐ Exempt Purchase (Complete Section B)    ☐ Contractor (Complete Section C)

### SECTION A — Nebraska Resale Certificate

Description of Item or Service Purchased

I hereby certify that the purchase, lease, or rental of  
from the above seller is exempt from the Nebraska sales tax as a purchase for resale, rental, or lease in the normal course of our business, either in the  
form or condition in which purchased, or as an ingredient or component part of other property to be resold.

I further certify that we are engaged in business as a:    ☐ Wholesaler    ☐ Retailer    ☐ Manufacturer    ☐ Lessor  
of    Description of Product Sold, Leased, or Rented

If None, State Reason

and hold Nebraska Sales Tax Permit Number    01-

or Foreign State Sales Tax Number

State

For more detailed information, refer to the [Form 13 instructions](#).

# Nebraska Exempt Sale Certificate

## Form 13, Section B

- Specific governmental units
  - [Governmental Entities](#) – Information guide
  - [Reg-1-012C](#) – Entity-based exemptions
- Certain exempt organizations
  - [Nonprofits](#) – Information guide
  - [Nonprofits](#) – PowerPoint slides
  - [Reg-1-090](#) – Nonprofit organizations
  - [Reg-1-091](#) – Religious organizations
  - [Reg-1-092](#) – Educational institutions

more...

## **Form 13, Section B**

- Qualified manufacturing machinery and equipment (MME)
  - [MME](#) – Information guide
  - [MME](#) – PowerPoint slides
  - [Reg-1-107](#) – MME Exemption
- Vehicles and parts for vehicles used by a common or contract carrier
  - [Common or Contract Carrier](#) – Information guide
  - [Reg-1-069](#) – Common & Contract Carriers

more...

## **Form 13, Section B**

- Qualified commercial agricultural machinery and equipment (ag exemption)
  - [Ag](#) – Information guide
  - [Agri-business](#) – PowerPoint slides
  - [Reg-1-094](#) – Ag machinery & equipment refund
- Occasional sales (This exemption is very limited in scope!)
  - [Reg-1-022](#) – Occasional sales

# Form 13, Section B



## Nebraska Resale or Exempt Sale Certificate for Sales Tax Exemption

• Read instructions on reverse side/see note below

**RESET FORM**FORM  
**13**

NAME AND MAILING ADDRESS OF PURCHASER			NAME AND MAILING ADDRESS OF SELLER		
Name			Name		
Street or Other Mailing Address			Street or Other Mailing Address		
City	State	Zip Code	City	State	Zip Code

## Check Type of Certificate

☐ Single Purchase☐ Blanket

If blanket is checked, this certificate is valid until revoked in writing by the purchaser.

I hereby certify that the purchase, lease, or rental by the above purchaser is exempt from the Nebraska sales tax for the following reason:

Check One

☐ Purchase for Resale (Complete Section A)☐ Exempt Purchase (Complete Section B)☐ Contractor (Complete Section C)

### SECTION B — Nebraska Exempt Sale Certificate

The basis for this exemption is exemption category (Insert appropriate category as described on reverse of this form.)

If exemption category 2 or 5 is claimed, enter the following information:

Description of Item(s) Purchased

Intended Use of Item(s) Purchased

If exemption categories 3 or 4 are claimed, enter the Nebraska Exemption Certificate number. 05 -

If exemption category 6 is claimed, seller must enter the following information and sign this form below:

Description of Item(s) Sold

Date of Seller's Original Purchase


Was Tax Paid when Purchased by Seller?

Was Item Depreciable?

☐ YES ☐ NO☐ YES ☐ NOFor more information, see [Form 13 instructions](#).

There is a seminar just for [contractors](#)! Check the schedule to attend a class, request that we set a date to work with you directly, or check out the presentation using the link above!

# Form 13CCE

 <b>Nebraska Department of REVENUE</b>	<b>Exemption Permit Application</b> For Use of Credit or Debit Cards by Sales Tax Exempt Entities	<b>FORM 13CCE</b>
Nebraska ID Number (if applicable) _____		
<b>NAME AND LOCATION ADDRESS</b>		<b>NAME AND MAILING ADDRESS</b>
Name _____		Name _____
Legal Name _____		_____
Street Address _____		Street or Other Mailing Address _____
City _____	State _____ Zip Code _____	City _____ State _____ Zip Code _____
<b>CREDIT OR DEBIT CARD INFORMATION</b>		
1 Name and address of bank issuing the credit or debit card. _____ _____		
2 Last four digits of the card. (If the exempt governmental entity or exempt organization has more than one credit or debit card account, a separate application is required for each credit or debit card.) _____		
<b>DOCUMENTATION REQUIRED</b>		
3 Attach all of the following: <ul style="list-style-type: none"> <li>• Copy of the billing statement;</li> <li>• Copy of the credit or debit card; and</li> <li>• Copy of a payment made to the issuing bank.</li> </ul>		
<b>ADDITIONAL BILLING INFORMATION</b>		
4 Will any person other than the sales tax exempt governmental entity or sales tax exempt organization be billed by the issuer of the card for any purchases made using the credit or debit cards identified on this application? <input type="checkbox"/> YES <input type="checkbox"/> NO    If Yes, please explain _____		
Under penalties of law, I declare that I have examined this application, and to the best of my knowledge and belief, it is correct and complete.		
<b>sign here</b>	Signature of Owner, Partner, Member, Corporate Officer, or Other Person _____ Authorized by Attached Power of Attorney _____ _____ Title _____ Email Address _____	
	Date _____	Telephone Number ( ) _____
<b>FOR NEBRASKA DEPARTMENT OF REVENUE USE ONLY</b>		
<input type="checkbox"/> APPROVED	COMMENTS: _____	
<input type="checkbox"/> DISAPPROVED	_____	
Exemption Code: _____	Authorized Signature _____	Date _____

# 13CCE, Exemption Permit



## Exemption Permit For Use of Credit or Debit Cards

NAME AND LOCATION ADDRESS			NAME AND MAILING ADDRESS		
Name			Name		
Street Address			Street or Other Mailing Address		
City	State	Zip Code	City	State	Zip Code
CREDIT OR DEBIT CARD IDENTIFICATION					
Issuing Bank		Type of Credit or Debit Card		Last Four Digits of the Credit or Debit Card	
Effective Date of Exemption Permit		Expiration Date of the Exemption Permit (Expiration date of the credit or debit card)*			

\_\_\_\_\_ has provided the Nebraska Department of Revenue with documentation that the credit or debit card identified above is directly billed to, and paid by, the sales tax exempt governmental entity or sales tax exempt organization. To make sales and lodging tax exempt purchases using this credit or debit card, the exempt governmental entity or exempt organization must:

- Complete a Nebraska Resale or Exempt Sale Certificate, Form 13, section B;
- **Attach a copy** of this Exemption Permit to the Form 13; and
- Issue both documents to the seller at the time of purchase.




# Reporting Sales Tax

- E-file a Form 10.
- For e-file instructions, please go to the Department's website.
- A return must be filed even if there are no sales to report.

# Collecting, Documenting, and Reporting Sales Tax (continued)

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## Nebraska Department of Revenue

# CUSTOMER\_ACCEPTANCE\_TESTING

Sales and Use Tax
8888888
123 SALES CORPORATION
2/2010

START RETURN
COMPLETE FORMS
MAKE PAYMENT

[Schedule I](#) | [MVL](#) | [Form 10](#) | [Review Forms](#)

Form 10

[Click here to use the worksheet for lines 1, 2, and 4](#)

Nebraska and Local Sales and Use Tax Return - Form 10 ?			
1.	*Gross sales and services	1.	[ ]
2.	*Net Taxable sales	2.	[ ]
3.	Nebraska sales tax (line 2 multiplied by 0.055)	3.	[ ]
4.	Nebraska use tax	4.	[ ]
5.	Local use tax (From Schedule I)	5.	40.00
6.	Local sales tax (From Schedule I)	6.	60.00
7.	Total Nebraska and local sales tax (line 3 plus line 6)	7.	60.00
8.	Sales tax collection fee (line 7 multiplied by 0.025; Maximum allowed \$75.00 per location)	8.	1.50
9.	Sales tax due (line 7 minus line 8)	9.	58.50
10.	Total Nebraska and local use tax (line 4 plus line 5)	10.	40.00
11.	Total Nebraska and local sales and use tax (line 9 plus line 10)	11.	98.50
12.	Previous balance with applicable interest at 5.0% per year and payments received through	12.	[ ]
13.	BALANCE DUE (line 11 plus or minus line 12). Pay in full with return	13.	98.50

\*Please click Save/Next to review your return.  
Your return has not been filed until you receive a reference number.

[Print this Form](#)

Back
Save
Save/Next

# Nebraska Department of Revenue

## CUSTOMER\_ACCEPTANCE\_TESTING

**NebFile**  
for Business

Sales and Use Tax 88888888

123 SALES CORPORATION

02/2010

START RETURN

COMPLETE FORMS

MAKE PAYMENT

Schedule I | MVL | Form 10 | Review Forms

### Schedule I - Local Sales and Use Tax

The program defaults to calculate tax when the amount subject to tax is entered. Click [Enter Tax](#) to have the program calculate the amount subject to tax when tax is entered.

+ Select File to Upload

Click this button to select a comma-separated values (CSV) file to upload. [Click here](#) for a description of the required format.

Local Jurisdiction Local Code ?	Rate	Use Tax		Sales Tax	
		1 Amount Subject to Local Use Tax	2 Local Use Tax	3 Amount Subject to Local Sales Tax	4 Local Sales Tax
Elgin (164)	.010	<input type="text"/>	.00	<input type="text"/>	.00
Totals		.00	.00	.00	.00

Select a Jurisdiction Not Listed Above

(To add a jurisdiction click + below)

Select One

- The file upload feature allows taxpayers who report sales tax to multiple tax jurisdictions to upload a comma-separated values (CSV) file.
- There is no requirement to use this feature. It is simply a convenience some filers may choose. See “Click here” for more information.

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Nebraska Net Taxable Sales and Use Tax Worksheets

**Net Taxable Sales Worksheet**

1. Gross Sales and Services in Nebraska [\[1-007\]](#) Line 1, Form 10

ALLOWABLE EXEMPTIONS AND DEDUCTIONS FROM GROSS SALES

☐ A. Sales of nontaxable services as shown in [Regulation \[1-12\]](#)

☐ B. Sales of items sold for resale as shown in [Regulation \[1-013\]](#)

☐ C. Sales to exempt purchasers as shown in [Regulation \[1-012\]](#)

☐ D. Sales of exempt items as shown in [Regulation \[1-012\]](#)

☐ E. Exempt Sellers as shown in [Regulation \[1-012\]](#)

☐ F. Use-based exemptions as shown in [Regulation \[1-012\]](#)

☐ G. Other allowable deductions. Click here for a list of allowable deductions and the applicable regulations

☐ H. Subtotal of all allowable exemptions and deductions [A through G]

2. Net Taxable Sales (Line 1 minus Line H) Line 2, Form 10

**Nebraska Use Tax Worksheet**

[\[Guide\]](#) [\[Regulation\]](#)

1. Cost of items and taxable services purchased for use in Nebraska on which tax was not paid

2. Cost of items withdrawn from inventory for personal or business use

3. Total amount subject to Nebraska use tax (line 1 plus line 2)

4. Nebraska use tax (line 3 multiplied by the rate identified on line 3 of Form 10)

5. Credit for tax paid to other states on items in line 4

6. Nebraska use tax due (line 4 minus line 5). Line 4, Form 10

Move values below to Form 10

Form 10, Line 1    Form 10, Line 2    Form 10, Line 4

This screen shows the optional Net Taxable Sales Worksheet used to help calculate lines 1 and 2 on Form 10.

# Nebraska e-pay

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Motor Fuels



Charitable Gaming



Nebraska Lottery

## Electronic Payment Options for State Taxes

### Mandate Information

#### Nebraska e-pay

*State withdraws funds from your bank account, based on the information you provide.*

#### ACH Credit

*You work with your bank to deposit funds into the State's bank account.*

#### Tele-pay

*Click the Tele-pay button above for instructions on paying taxes by phone.*

#### Credit Card

*Use a credit card to make tax payments.*

#### Payment Plan

*Work with the Department to pay your balance due.*

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[Make Payment](#)  
[Manage Accounts](#)  
[Pending Payments](#)  
[Payment History](#)  
[Change Password](#)

### Make a Payment - 11010 - Carline Tax

**\*Required Field**

**PAYMENT INFORMATION**

Payment Amount: \* 5000.00

Payment Method: eCheck

Payment Date: \* 08 14 2013

**PAYMENT DETAILS**

Tax Period End Date (MMDDYYYY): \* 07312013 Tax Period End Date for single payments can be for past dates but should not be for future dates or before 01011968 (January 1 1968).

Nebraska ID: 2030400

**ACCOUNT SELECTION**

Please select an account: \* Use new Bank account

[Continue](#) [Cancel](#)

[Browser Requirements](#)

When setting up a payment in e-pay, be sure to enter the correct payment amount with the decimal point.

[Make Payment](#)  
[Manage Accounts](#)  
[Pending Payments](#)  
[Payment History](#)  
[Change Password](#)

[PRIVACY](#) [CUSTOMER SERVICE](#) [HELP](#) [EXIT](#)

**Make a Payment - 11010 - Carline Tax**

**\*Required Field**

**PAYMENT INFORMATION**  
Payment Amount:   
Payment Method: **eCheck**  
Payment Date:

**PAYMENT DETAILS**  
Tax Period End Date (MMDDYYYY):  Tax Period End Date for single payments can be for past dates but should not be for future dates or before 01011968 (January 1 1968).  
Nebraska ID: **2030400**

**ACCOUNT SELECTION**  
Please select an account:

[Browser Requirements](#)

If you fail to enter the decimal point....  
the \$5,000 payment will become \$500,000!



# What is Use Tax?

For more information, see [Reg-1-002](#) – Use Tax.

# What is Use Tax?

- Use tax is due when Nebraska sales tax has not been paid on a taxable item or service purchased for use in Nebraska.
- Sales and use tax are not both due on the same transaction.
- The big difference is who remits the tax -
  - Sales tax is collected and remitted by the seller.
  - Use tax is paid directly to the Department by the purchaser/consumer.

# Use Tax and Sales Tax Have These Things in Common –

- They are imposed on the same transactions.
- They have the same exemptions.
- They are calculated at the same rate.
  - Where delivery occurs or
  - Where first usage in Nebraska takes place.

# When Use Tax is Due

- Use tax is often due when purchases are made from an out-of-state seller
  - Internet, catalog, mail order
  - Magazines and journals by subscription
- Use tax is due when the business withdraws tax-free inventory for business or personal use (including donations)
  - Auto mechanic
  - Hair salon

Note: Be sure to maintain good records!

# Reporting Use Tax

- Businesses report use tax on:
  - [Form 10](#); or
  - [Form 2](#).
- Individuals report use tax on:
  - [Form 3](#);
  - [Form 1040N](#); or
  - [Form 2](#) (only if claiming credit for tax paid to another state).

Note: Do not use Form 1040XN to make changes to individual use tax filings.

Businesses that hold  
a Nebraska Sales  
and Use Tax Permit,  
must use [Form 10](#).

This screen shows the optional Nebraska Use Tax Worksheet used to help calculate line 4 on [Form 10](#).

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for Business

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Nebraska Net Taxable Sales and Use Tax Worksheets

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**Net Taxable Sales Worksheet**

1. Gross Sales and Services in Nebraska [\[1-007\]](#) Line 1, Form 10

ALLOWABLE EXEMPTIONS AND DEDUCTIONS FROM GROSS SALES

☐ A. Sales of nontaxable services as shown in [Regulation \[1-12\]](#)

☐ B. Sales of items sold for resale as shown in [Regulation \[1-013\]](#)

☐ C. Sales to exempt purchasers as shown in [Regulation \[1-012\]](#)

☐ D. Sales of exempt items as shown in [Regulation \[1-012\]](#)

☐ E. Exempt Sellers as shown in [Regulation \[1-012\]](#)

☐ F. Use-based exemptions as shown in [Regulation \[1-012\]](#)

☐ G. Other allowable deductions. Click here for a list of allowable deductions and the applicable regulations

H. Subtotal of all allowable exemptions and deductions [A through G]

2. Net Taxable Sales (Line 1 minus Line H) Line 2, Form 10

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**Nebraska Use Tax Worksheet**

[\[Guide\]](#) [\[Regulation\]](#)

1. Cost of items and taxable services purchased for use in Nebraska on which tax was not paid

2. Cost of items withdrawn from inventory for personal or business use

3. Total amount subject to Nebraska use tax (line 1 plus line 2)

4. Nebraska use tax (line 3 multiplied by the rate identified on line 3 of Form 10)

5. Credit for tax paid to other states on items in line 4

6. Nebraska use tax due (line 4 minus line 5). Line 4, Form 10

Move values below to Form 10

Form 10, Line 1    Form 10, Line 2    Form 10, Line 4

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Sales and Use Tax    8888888    123 SALES CORPORATION    02/2010

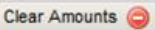
START RETURN    COMPLETE FORMS    MAKE PAYMENT

Schedule I | MVL | Form 10 | Review Forms


**Schedule I - Local Sales and Use Tax**


The program defaults to calculate tax when the amount subject to tax is entered. Click [Enter Tax](#) to have the program calculate the amount subject to tax when tax is entered.

 Click this button (optional) if you would like to upload a comma-separated values (CSV) file instead of entering your Schedule I information manually. Click [here](#) for a description of the required format.



 Click this button to remove all amounts shown in the schedule below.

Local Jurisdiction Local Code ?	Rate	Use Tax		Sales Tax	
		1 Amount Subject to Local Use Tax	2 Local Use Tax	3 Amount Subject to Local Sales Tax	4 Local Sales Tax
Central City (094)	.010	<input type="text"/>	<a href="#">Enter Tax</a> .00	<input type="text"/>	.00
<b>Totals</b>		.00	.00	.00	.00

Select a Jurisdiction Not Listed Above (To add a jurisdiction click  below)

Select One   

•Amounts for duplicate city codes will be summed and combined into a single row.

[Print this Form](#) (Optional)     Back    Save    Save/Next 

- On Schedule I, local jurisdictions reported within the last 12 months will be shown.
- The program defaults to enter the “Amount Subject to Tax.” Click on the blue “Enter Tax” link to enter the amount of tax.



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**Sales and Use Tax      8888888      123 SALES CORPORATION      2/2010**

**START RETURN      COMPLETE FORMS      MAKE PAYMENT**

**Schedule I | MVL | Form 10 | Review Forms**

Form 10

[Click here to use the worksheet for lines 1, 2, and 4 \(Optional\)](#)

## Nebraska and Local Sales and Use Tax Return - Form 10 ?

1.	*Gross sales and services	1.	6,000.00
2.	*Net Taxable sales	2.	500.00
3.	Nebraska sales tax (line 2 multiplied by 0.055)	3.	27.50
4.	Nebraska use tax (amount subject to use tax multiplied by 0.055)	4.	55.00
5.	Local use tax (From Schedule I)	5.	40.00
6.	Local sales tax (From Schedule I)	6.	60.00
7.	Total Nebraska and local sales tax (line 3 plus line 6)	7.	87.50
8.	Sales tax collection fee (line 7 multiplied by 0.025; Maximum allowed \$75.00 per location)	8.	2.19
9.	Sales tax due (line 7 minus line 8)	9.	85.31
10.	Total Nebraska and local use tax (line 4 plus line 5)	10.	95.00
11.	Total Nebraska and local sales and use tax (line 9 plus line 10)	11.	180.31
12.	Previous balance with applicable interest at 3.0% per year and payments received through	12.	
13.	BALANCE DUE (line 11 plus or minus line 12). Pay in full with return	13.	180.31

\*Please click Save/Next to review your return.

Your return has not been filed until you receive a reference number.

[Print this Form](#) (Optional)

[Back](#)
[Save](#)
[Save/Next](#)

Nebraska ID Number	PLEASE DO NOT WRITE IN THIS SPACE
Tax Period	

NAME AND LOCATION ADDRESS			NAME AND MAILING ADDRESS		
Name Doing Business As (dba)			Name		
Legal Name					
Street Address (Do Not Use PO Box)			Street or Other Mailing Address		
City	State	Zip Code	City	State	Zip Code

1 Cost of taxable items or services purchased for use in Nebraska when Nebraska sales tax has not been paid. (Include the cost of items withdrawn from inventory for use.) .....	1	\$	00
2 Nebraska use tax due (line 1 multiplied by .055) .....	2		

• Complete the following Local Use Tax Table (see instructions).

Local Use Tax Table				
CITY OR COUNTY <a href="#">CLICK HERE FOR CURRENT CODES AND RATES</a>	LOCAL CODE	LOCAL TAX RATE	COLUMN A Amount Subject to Local Use Tax	COLUMN B Local Use Tax (Rate x Column A)
			00	
			00	
			00	
			00	
			00	

3 Total local use tax due (add amounts in Column B) .....	3	\$	00
4 Total Nebraska and local use taxes due (line 2 plus line 3) .....	4		
5 Credit for tax properly paid to other states and taxing jurisdictions on items included on line 1 (see instructions) .....	5		
6 Net Nebraska and local use taxes due (line 4 minus line 5) .....	6		
7 Previous balance with applicable interest at % per year and payments received through	7		

☐ Check this box if your payment is being made by Electronic Funds Transfer (EFT).

8 BALANCE DUE (line 6 plus or minus line 7). Pay in full with this return .....	8	\$	00
---	---	----	----

I declare under penalties of law that I have examined this return, and to the best of my knowledge and belief, it is correct and complete.

**sign  
here**

Authorized Signature _____	Date _____	Signature of Preparer Other Than Taxpayer _____	Date _____
Title _____	Daytime Telephone Number _____	Daytime Telephone Number _____	
E-Mail Address _____	E-Mail Address _____		

THIS RETURN IS DUE ON OR BEFORE THE 25<sup>TH</sup> DAY OF THE MONTH FOLLOWING THE TAX PERIOD INDICATED ABOVE.

Mail this return and payment to: NEBRASKA DEPARTMENT OF REVENUE, PO BOX 98923, LINCOLN, NE 68509-8923.

[www.revenue.ne.gov](http://www.revenue.ne.gov), (800) 742-7474 (NE and IA), (402) 471-5729

Businesses  
use **Form 2** if  
they do not  
hold a sales  
tax permit.

Social Security Number

PLEASE DO NOT WRITE IN THIS SPACE

**NAME AND MAILING ADDRESS**

Name

Street or Other Mailing Address

City State Zip Code

1 Cost of taxable items or services purchased for use in Nebraska when Nebraska sales tax has not been paid..... 1 \$ 00

2 Nebraska use tax due (line 1 multiplied by .055)..... 2

• Complete the following Local Use Tax Table (see instructions).

Local Use Tax Table				
CITY OR COUNTY <a href="#">CLICK HERE FOR CURRENT CODES AND RATES</a>	LOCAL CODE	LOCAL TAX RATE	COLUMN A Amount Subject to Local Use Tax	COLUMN B Local Use Tax (Rate x Column A)
			00	
			00	
			00	
			00	
			00	

3 Total local use tax due (add amounts in Column B) ..... 3

4 Nebraska and local use tax due (line 2 plus line 3). Pay in full with this return..... 4 \$

I declare under penalties of law that I have examined this return, and to the best of my knowledge and belief, it is correct and complete.

**sign  
here**

Taxpayer Signature

Date

Signature of Preparer Other Than Taxpayer

Date

Daytime Telephone Number

Daytime Telephone Number

E-Mail Address

E-Mail Address

Mail this return and payment to: NEBRASKA DEPARTMENT OF REVENUE, PO BOX 98923, LINCOLN, NE 68509-8923.

**www.revenue.ne.gov, (800) 742-7474 (Nebraska and Iowa), (402) 471-5729**

Individuals  
use **Form 3**.



# Nebraska Individual Income Tax Return

for the taxable year January 1, 2012 through December 31, 2012 or other taxable year:  
 , 2012 through ,

FORM 1040N

2012

Please Type or Print

Your First Name and Initial

Last Name

If a Joint Return, Spouse's First Name and Initial

Last Name

Current Mailing Address (Number and Street or PO Box)

City

State

Zip Code

PLEASE DO NOT WRITE IN THIS SPACE

<b>37 TOTAL TAX AND PENALTY.</b> Add lines 27 and 36 .....	<b>37</b>		00
<b>38</b> Use tax due on Internet and out-of-state purchases. See instructions. Enter purchases subject to tax <b>92</b> \$ _____; State tax <b>93</b> \$ _____ .00 (purchases x 5.5%); Local code <b>94</b> ____ (see <u>local rate schedule</u> ); Local tax <b>95</b> \$ _____ .00 (purchases x local rate of _____%, from local rate schedule) Total tax \$ _____ .00 Add state and local taxes and enter on line 38. If no use tax, enter (-0-) on line 38 .....	<b>38</b>		00
<b>39 TOTAL AMOUNT DUE.</b> If line 35 is less than total of lines 37 and 38, subtract line 35 from the total of lines 37 and 38. Pay this amount in full. <b>For electronic or credit card payment, check here <input type="checkbox"/> and see instructions</b>	<b>39</b>		00
<b>40 OVERPAYMENT.</b> If line 35 is more than total of lines 37 and 38, subtract total of lines 37 and 38 from line 35.	<b>40</b>		00
<b>41</b> Amount of line 40 you want <b>APPLIED TO YOUR 2013 ESTIMATED TAX</b> .....	<b>41</b>		00
<b>42</b> Wildlife Conservation Fund <b>DONATION</b> of \$1 or more .....	<b>42</b>		00

Individuals can use the Form 1040N  
 to report and pay use tax!

# Summary of Sales Tax

- Nebraska Sales Tax
- Sales Tax is Calculated on Gross Receipts
- Delivery Location and the Local Sales Tax
- Collecting, Documenting, and Reporting Sales Tax
- Nebraska e-pay
- What is Use Tax?

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# Other Tax Information

# Other Tax Information

- Labor Charges Associated with Personal Property ([Reg-1-082](#))
- Gross Receipts ([Reg-1-007](#))
- Prepaid Wireless Surcharge ([Department Web Page](#))
- Containers ([Reg-1-043](#))
- Software and Digital Goods and Services ([Reg-1-088](#))
- Manufacturing Machinery and Equipment (MME) ([Reg-1-107](#))
- Agricultural Machinery and Equipment ([Reg-1-094](#))
- Certificate of Clearance ([Neb. Rev. Stat. § 77-2707](#))
- Why Would We Audit You? ([Department Web Page](#))
- Records ([Reg-1-008](#))
- Graffiti Cleanup of Real Property ([Reg-1-098](#))



# Labor Charges Associated with Personal Property

- Taxable
  - Production and assembly labor
  - Installation and repair labor when the item is taxable
- Exempt
  - Installation labor when the item is exempt
  - Repair labor (see the next slide)

For more information, see [Reg-1-082](#) – Labor Charges.



# Exempt Repair Labor Charges

- Licensable motor vehicle
- Agricultural machinery and equipment used in commercial agriculture
- Qualifying prosthetic devices and durable medical equipment ([Form 13](#) required)
- Mobility-enhancing equipment ([Form 13ME](#) required)
- Qualified MME ([Form 13](#) required)

# Gross Receipts

Four exceptions to separately stating sales tax:

- Admissions
- Alcohol by-the-drink
- Concessions
- Vending machines

For more information, see [Reg-1-007](#) – Gross Receipts Defined.

## Example:

You charge your customer \$10 for a pitcher of beer in a city with a 1.5% local sales tax.

The customer's bill would show:	
Pitcher of beer	\$10

To determine gross receipts and the amount of sales tax:

- Divide \$10 by 1.07 (1 plus the total state and local sales tax rate). The gross receipts is \$9.35.
- Subtract \$9.35 from \$10 to get \$0.65, which is the tax.

Gross receipts (sales price)	= \$9.35
State and local sales tax	= \$0.65

# Delivery Charges

Delivery charges are taxable when:

- the buyer pays the seller for the delivery charge and
- the transaction is taxable.

Delivery charges are taxable regardless of the method of delivery.

## **Delivery Charges**

If you owe use tax on a purchase, you also owe use tax on any delivery charge paid to the seller as part of that purchase.

# Tips and Gratuities

- Discretionary (nontaxable)
- Mandatory (taxable)

# Prepaid Wireless Surcharge

Example:

Sale of a prepaid mobile phone with  
500 minutes of prepaid wireless service

Phone	\$50.00
Prepaid wireless surcharge ( $\$50 \times 1.1\%$ )	.55
Sales tax ( $\$50 \times 7\%$ )	<u>+3.50</u>
Total	\$54.05

For more information, see [Department Web Page](#).

# Containers

There are two types:

- Returnable
  - Taxable to the person who will place contents into them.
- Nonreturnable
  - Nontaxable when the person will fill the container and sell the contents with the container.

For more information, see [Reg-1-043](#) – Containers.



# Software and Digital Goods & Services

## Taxable Examples

### Software/software installation

- Tangible medium
- Internet transferred software
- Software training/re-training by the seller
- Maintenance agreements with updates

### Digital goods

- Electronic books and book clubs
- Downloading songs & ringtones
- Movies, music videos, & TV shows

### Services

- Virus protection software, monitoring services, security services, and testing

# Software and Digital Goods & Services

## Nontaxable Examples

### Software/software installation

- Cloud computing
- Accessing web-based applications (no code necessary)
- Access codes for online subscription services

### Digital goods

- Web design without license transfer
- Electronically-transferred photographs

### Services

- Help desk without updates

For more information, see [Reg-1-088 – Software](#) and the [Computer Software](#) information guide.

# Manufacturing Machinery and Equipment (MME) is Exempt:

- If more of the manufacturer's total annual revenue is from sales of tangible personal property it manufactures than from any other business activity, and
- The machinery and equipment is used more than 50% of the time in manufacturing.

For more information, see [Reg-1-107](#) – MME Exemption.

# **MME Includes Machinery or Equipment Used for**

- Producing, fabricating, assembling, processing, molding, shaping, finishing, refining, or packaging tangible personal property
- Transporting, conveying, handling, or storing the manufactured goods or raw materials
- Maintaining the integrity of the products or unique environmental conditions for the products or MME itself

more...

## MME Includes...

- Testing or measuring the product, the manufacturing process, or the quality of the finished products
- Computers, software, and peripheral equipment used to guide, control, operate, or measure the manufacturing process
  - Example:  
Software used to direct robotic assembly line equipment to move the product down the line.

more...

## **MME Includes...**

- Self-constructed equipment
- Replacement parts
- Repair labor charges

## **MME Does Not Include...**

- Licensable motor vehicles
- Tools powered by hand
- Security equipment
- Safety apparel
- Office equipment
- Repair shop equipment
- Most cleaning equipment
- Equipment used for research and development

# Agricultural Machinery and Equipment

Purchases are exempt if three criteria are met:

- The item is used directly in commercial agriculture;
- The item meets the definition of ag equipment; and
- The purchaser properly completes a [Form 13](#), Section B.

For more information, see [Reg-1-094](#) – Ag Machine and Equipment.



## **Commercial Ag includes:**

- Producing food products or other useful and valuable crops; or
- Raising or caring for animals.

Note: The crops or animals can either be sold or used by the farmer/rancher to produce other products for sale.

# Commercial Ag Also Includes:

- Feedlots
- Greenhouses
- Nurseries
- Sod farms
- Tree farms

# Ag Equipment Does Not Include:

- Real estate
- Licensable motor vehicles
- Equipment used in processing at a commercial facility
- Well drilling equipment
- Office equipment
- Replacement parts

# Ag Repair and Replacement Parts

- The purchaser may apply for a refund of the tax if:
  - the repair parts are depreciable; and
  - the property repaired is qualified ag equipment.
- To obtain a refund, file a [Form 7AG-1](#) within 3 years of the date of purchase.

# Purchasing a Business = Buying a Liability?

The buyer can be held liable for taxes due by the previous owner up to the amount of the purchase price, even if a lien has not been recorded.

## Protect yourself!

- **Certificate of Clearance:**
  - Buyer or seller requests and receives the certificate in writing.
  - If buyer makes request, seller must sign the form.
  - Request the certificate by filing a Form 36, Tax Clearance Application.
  - Form 36 should be filed at least 15 days prior to closing.
- **The Department will:**
  - Advice whether or not buyer should withhold funds from the purchase amount, including any assumed debt, to cover outstanding tax liability.

For more information see Successor in Interest, [§ 77-2707 Sales and Use Tax](#), and Transferee, [§ 77-27,110 Income Tax Withholding](#).

# Just a Few More Things...

# Why Would We Audit You?

- Audit of another taxpayer
- Department staff experiences
- Referrals from outside sources
  - Media
  - Tip line
  - Other government agencies
- Data mining
  - Comparisons with other companies
  - Trends, patterns, and relationships
  - Industry standards
- Follow-up audits

# Records

- Every seller is required to keep records.
  - Documents
  - List of items or services consumed in the business
  - Normal books of account
  - Receipts showing taxes paid
  - Resale and exempt sale certificates
  - Schedules
  - Working papers used in preparing tax returns

We recommend you retain records for 5 years after a return is filed.

For more information, see [Reg-1-008](#) – Records.



# Failure to Keep Records Could Lead to:

- Tax assessments
- License suspension
- License revocation

For more information, see [Neb. Rev. Stat. § 77-2705\(6\)\(a\)\(ii\)](#)

# Graffiti Cleanup of Real Property

Taxable? It depends.

If the graffiti is on a building, the cleanup is taxable

- Residential building
- Commercial building

If the graffiti is on a structure annexed to real property (not a building), the cleanup is not taxable

- Fence
- Water tower

Note: Building means any free-standing structure enclosed within a roof and exterior walls ([Reg-1-017.02](#)).



**Let us know what you think.  
Please turn in your evaluation!**

**Thank you!**

**[revenue.ne.gov](http://revenue.ne.gov)**